

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

ICTL Members

Senator Melvin Richardson, ICTL Chair

Rep. Allen Andersen
Paula Conley
Elizabeth Criner, (not present)
Supt. Marilyn Howard, represented by
David Breithaupt

Bill Leaf
Darrel Manning
Senator Bert Marley
Vern Newby
Charles Ruch, represented by
O'Neill, David

Gary Stivers, (not present)
Ann Joslin
Rep. Fred Tilman
Karen Vauk

HEITC

Higher Education Information
Technology Committee
Ann Joslin, HEITC Chair
Randy Bow
Christine Brady, (not present)
Gens Johnson, (not present)
Terry Lay (not present)
David O'Neill
Monti Pittman
Carmen Rahm, (not present)
Nancy Szofran, (not present)
Glenn Wilde, (not present)

PEITC

Public Education Information
Technology Committee
Bill Leaf, PEITC Chair
Pete Black
Vickie Chandler
Paula Conley
Karen Ganske
Christopher Gibson
Carolyn Mauer
Deb McGrath
Ray Mikelson, (not present)

BOTS

Bureau of Technology Services
Rich Mincer, Bureau Chief
Dan Hawkins
Mark Kuskie
Sherawn Merritt
Gretchen Rader
Dawn Wilson
Tracie Zalucha

IETA

Idaho Educational
Technology Association
Bob England
Kendall Gjevre

Deans

Jeanne Christiansen,
(not present)
Joyce Lynn Garrett
Larry Harris, (not present)
Janette Hill, (not present)

Technical Assistants

Jerry Beck, (not present)
Ken Campbell, (not present)
Randy Gaines, (not present)

Regional Advisors

Heidi Rogers
Gary Mayton
Eddie Kennedy
Carolyn Thorsen
Dorothy Sammons

Guests

Shane Baker
Jean Bengfort
John Costley
Rich Elwood
Betsy Goeltz
Gerald Hutchins
Dale Johnson
Daryl Kellum

Craig Lannigan
Andy Olavarria
Jim Orth
Kerri Reynolds
Christie Rood
Wayne Rush
Shane Schamber
Jeff Shinn

Corey Simpson
Jerry Tuchscherer
John Tucker
Robert West
Kim Wilson
Carol Williams

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

The meeting began at 9:00 am with a roll call of the ICTL committee members. The members introduced themselves and gave a brief personal background. David Breithaup represented Marilyn Howard and Dave O'Neill represented Charles Ruch, BSU.

Motion #1: Fred Tilman moved to accept the May 9, 2002 meeting minutes. Bert Marley seconded the motion. Vote was taken and the motion passed unanimously.

Senator Richardson's opening remarks included the comment that the council continues to pursue the integration of technology in the classrooms as a tool for teaching and learning in order to give students the skills they need to graduate and live in the technology based society. The ICTL committee and subcommittees are carrying out this challenging mission as they unite K-12 and Higher Education into a K-life education plan. He stated that Idaho needs an organizational advocate for technology in education. Technology is vital for Idaho students to be able to compete in the technology-based world. He thanked everyone present for his or her continued interest and pursuit to keep technology alive in education.

Budget

Dr. Bob West, who represented Dr. Marilyn Howard, discussed the Department of Education budget. He gave a brief explanation on the process of developing a budget and how it gets approved. He stated that the request for FY2004 would be for a \$10,400,000 budget. Tim Hill gave a brief explanation of the district distribution for technology funds for the FY 2004 based on the requested budget of \$10,400,000.00 and the budget received for the FY 2003 of \$8,400,000.

Darrell Manning discussed the budget in relation to the State Board and the Governor's Blue Ribbon 2020 Taskforce. He stated that there are more requests for State funds than there are existing funds and, therefore, will be more budget cuts. In the end, technology will be examined statewide in order to improve the total system and reduce costs.

Jeff Shinn updated the ICTL members on the State Finance Committee concerns. He stated that there are revenue issues from month to month. The Governor will be presenting his balanced budget in January for the legislation to deliberate.

J.A. and Kathryn Albertson Foundation Reports

Wayne Rush reported to the committee on Teaching with Technology (TWT). His Power point presentation and brochure included the following information:

In 1998, the J.A. and Kathryn Albertson Foundation began a technology initiative designed to accelerate the State of Idaho's efforts to prepare students for the digital communications age. As the initiative began to develop, it became clear that training

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

should be a key component and that the focus should be on improving teaching and learning, not technology. Based on those fundamental ideas, the technology initiative has expanded and evolved into a professional development project known today as TWT. He highlighted the following points in his presentation:

- According to results from the TISS-R 1999, appropriate use of computers and experiments in the classroom resulted in higher scores.
- The percent of teachers after TWT training who believe that students should be assigned more difficult problems to solve increased 20% in elementary, 10% in middle school and high school.
- Survey results from summer workshops in 2002 based on daily progress of participant's belief and understanding that they can use engaged learning strategies to help meet Idaho state standards rose from 40% who strongly agreed at the start to nearly 80% who strongly agreed by the end of the workshop.
- Five new classrooms have been set up with sixteen upgrades of computers and projectors. Former Technology Fellows received 15 laptops in a wireless cart, a printer and a Smart board.
- Students from Borah High School arranged a videoconference through the Internet with another high school in China.

Overall, 2,821 educators in Idaho have been trained. The Albertson Foundation's mission is to train one-third of Idaho's educators, totaling 5,500. It is estimated that 52,188 students have been impacted thus far.

Teaching With Technology 2 will focus on advanced training for former participants. This training will include creating teacher leaders, and engaged learning, standards, methods, assessments and technology.

Christie Rood gave information about her work with the Opportunity #1 Technology Initiative Plan and how instrumental Same Time/Quick Place was in making the process so efficient.

Opportunity #1 is an Albertson Foundation technology initiative for Idaho's non-public and charter schools to improve teaching and learning through the effective use of technology. The intent of this technology initiative was to place quality equipment into classrooms and schools where teachers could effectively use technology to improve teaching and learning.

Non-public and charter schools were eligible to receive a grant based on their fall 2002 K-12 student enrollment. The schools were required to report their official enrollment no later than September 20, 2002. The potential amount funded to each school was \$250 per student with a minimum grant of \$8,000. All funds are to be distributed no later than

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

December 21, 2002. Seventy-nine schools applied for and received funds through this non-competitive initiative.

Grant applications were all electronic through Quick Place. Christie Rood stated that using Quick place made the grant application process flow smoothly and efficiently for both the Foundation and the schools. St. Nicholas School commented, *"Quick place made the grant process so easy, because we could read other schools plans and draw on their ideas. The Foundation was able to provide quick feedback on our plans."*

There were 79 schools (included adult prison high school and juvenile justice system) that participated with a total of 13,809 students and 1,137 teachers. The funding amount was \$250 per student.

ISIMS Report

Dr. Sherawn Merritt reported on the Idaho Student Information Management System (ISIMS). The ISIMS project is a uniform data management system that aligns data into a format that meets federal and state requirements.

ISIMS was funded \$3.5 million from the J.A. and Kathryn Albertson Foundation in order to purchase hardware and software, customized report programming and web access to data. Goals for ISIMS include streamlining reports and transfer of records.

A pilot installation was established in thirteen of JKAF's *Creating High Performing Schools* districts. These school districts include Idaho Falls, Pocatello, Jerome, Mountain Home, Nampa, Fruitland, Middleton, Homedale, McCall/Donnelly, Lapwai, Coeur d'Alene, Boise and Meridian.

The following timeline for ISIMS was presented:

- Funded in Late November 2001
- Contract signed in January 2002
- Initial Installations in March / April 2002
- Certification Training April/May 2002 & November 2002
- Statewide Contract Signed June 2002
- School personnel Training June / August 2002
- Finalized Data Conversion August 2002
- Finalized Installations August 2002
- Attended Pearson Educational Technology Users Conference October 2002
- Districts Starting to use ParentConnect November 2002
- State Attendance Reporting Code Development December 2002

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

At present, customized report programming is being created and paid for by the JKAF grant. The need for formatted electronic reporting is growing and will continue to grow with NCLB and ISAT. We can no longer afford to create reports by hand, especially since we must be able to report on 245,000 student statewide, 13 years of data for each student, 6 subject areas, 4 statewide tests and, local assessments and scores.

With ISIMS, we are headed towards improvement in many areas. In the area of professional development we will be able to share expertise and create a skill set throughout the state. Data/Information transfer will allow schools to share software configurations, hardware configuration tips and use of limited resources. Also, the schools would have a system that would allow data to follow a student throughout his/her school career. The data collection process would simplify since districts could electronically release the data to the State Department of Education.

There will be a creation of an ISIMS web site where districts could download platform update, procedural information, calendar of events, user-specific hints and tips, FAQs and would be able to share queries.

ISIMS would be implemented through the following software: SASIxp (Student Administration Student Information – Cross Platform), ClassroomXP, District Integration, IntegratePro (Grade book), ParentConnect (Web Access), Special Education Module, Extended Test History and ABACUSxp.

Higher Education Information Technology Committee

Ann Joslin introduced the **HEITC** members present at the ICTL meeting and gave an update on the HEITC Strategic Plan. She stated the purpose of the Strategic Plan was to identify and obtain technology needs. The State Board approved the HEITC Strategic Plan in June.

Fred Tilman made the following two inquiries:

1. What is the number of students who are dually enrolled in high school and university/college courses?
2. What accreditation standards are in place for distance education?

Ann responded that she would look into those matters and get back with Representative Tilman.

The **Regional Technology Advisors** were introduced at the meeting. Carolyn Thorsen gave a report on “The Best of the Best: Best Practices Extracted from Idaho Technology

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

Use Plans,” and distributed a copy of her book, Techtactics: Instructional Models for Educational Computing to the committee.

The project reports that school districts provide to the State Department of Education each year are a source of valuable information on best practices in the use of Educational Technologies. Because the volume of these reports is so great (thousands of pages), to extract useful information from them requires significant effort. This fall, researchers at Boise State University studied these reports and have provided a summary of projects that appear to have the most significant impact on student learning.

The full report describes the projects and their results and ties these results to national studies of similar projects to provide the reader a feel for how effective each approach might be. The full report can be found at:

<http://edtech.boisestate.edu/TechPlans/IdahoSchools.htm>

IASA - Bill and Melinda Gates Grant

Mike Friend was invited to report on the Bill and Melinda Gates Grant, but was unable to attend. A typed document was submitted concerning the Idaho Administrator's Leadership with Technology Academy (IALTA). In 2001-02, 45 superintendents, 205 principals and 103 other administrative staff participated. In 2002-03, 14 superintendents, 98 principals, and 46 other administrative staff participated. All aspects of the training and expenditure of funds will be concluded by December 31, 2003.

Federal Reports

Dawn Wilson updated the committee with following information on federal reports:

TLCF

Technology Literacy Challenge Fund

1999:

- All funds spent
- Final reports were due January 2002

2000:

- September 30, 2002 deadline to obligate funds
- December 20, 2002 deadline for final reports

GOALS 2000

Goals 2000-1999

- All funds spent
- Report can be viewed at:

<http://www.sde.state.id.us/bots/goals2000.HTM>

Goals 2000-2001

- September 30, 2002 deadline to obligate funds
- December 2, 2002 deadline for final reports
- The Goals 2000 final report will be posted by

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

December 23rd at the following url:
<http://www.sde.state.id.us/bots/goals2001.HTM>

EETT

Enhancing Education Through Technology
(Title II-D of the Elementary and Secondary Education Act)

- \$3,000,000 allocated for grants (two disbursements of \$1,460,698)
- September 30, 2004 deadline to obligate funds
- Technology can be purchased with other Title funds
- Applications: <http://www.sde.state.id.us/bots>

Competitive Grant

- Due November 22nd
- Reviewed on December 12th

Formula Grant

- 50 districts have approved applications on file so far

After much discussion about the EETT grant reading federal procedures, it was decided that the State Superintendent's office will review the procedures and the approved grants to ensure that each approved grant met all the federal guidelines.

E-Rate

Dawn gave an update on the Idaho Universal Service (E-Rate). The E-Rate, or Universal Service Fund is a federal program to bring telecommunications discounts to schools, libraries, and rural health facilities. During the year 7/1/2002-6/30/2003, eleven school districts, nine libraries and one consortium was funded for E-Rate out of \$383,336.96. This information is based on Wave 2 of funding commitment letters and represents commitments of \$107 million out of \$2.25 billion.

ICTL Administrative Budget - (Action Item)

The FY2004 projected ICTL budget was presented to the ICTL members for vote. Changes from the last budget included personnel costs increasing from \$84,973 to \$104,900. This change is due to the Networking Specialist position losing federal funds, which supported one-half of the salary and benefits of the position and an increase in the benefits of the ICTL Secretary position. Totaling operating expenses remained \$88,000 Total ICTL Administrative Costs increased from \$172,973 to \$192,900, which includes the additional personnel costs mentioned above. The Gates Grant in the amount of \$150,000 was eliminated. The Total Budget increased from \$8,400,000 to \$10,400,000.

The committee suggested eliminating or reducing some of the ICTL operating costs to pay the personnel increase rather than requesting additional funds. The committee discussed eliminating the Contracted Services Assessment in the amount of \$30,000.

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

Motion #2: Fred Tilman moved that the ICTL budget for the FY2004 remove the \$30,000 from Contracted Services under Operating Expenses and apply the funds to pay for the increase in Personnel/Administrative Expenses. Darrell Manning seconded the motion. Vote was taken and the motion passed unanimously.

Motion #3: Fred Tilman moved that the Administrative Budget now reflect a total of \$162,900 for the FY2004 ICTL Budget. Vern Newby seconded the motion. Vote was taken and the motion passed unanimously.

Ann Joslin spoke to the committee about the Libraries Linking Idaho project (LiLI), funded by the ICTL budget. The amount requested for the FY2004 budget remains the same at \$300,000. Ann presented information to the committee that stated the project is a virtual library of reliable and trusted information. It connects Idaho citizens to thousands of full-length magazine, newspaper, reference, and encyclopedia articles. These powerful databases can be searched from a public school or library, home, or office computer. 100% of school district, city and district libraries, and publicly-funded academic libraries have a LiLI database account. The annual cost to the state is about \$475 per school, college, and public library for eight databases. 3,108,319 articles have been viewed or printed by Idaho citizens since January 2000. In the 2001-2002 school year: 11% of visits came from public libraries, 11% of visits came from the LiLI website, 51% of visits came from academic and special libraries, and 27% of visits came from school libraries.

Public Education Information Technology Committee

PEITC Chair, Bill Leaf, presented the Idaho Student Information Technology Standards (ISITS) to the ICTL. To meet the new requirements of the No Child Left Behind Act (NCLB) of 2001, the Idaho State Department of Education asked a statewide team to develop a draft copy of student information technology standards for eight-grade students. The eight-grade was chosen because it is considered to be the culmination of the elementary/middle grades and sets the standard for a student entering his or her high school career. These standards are what we expect an eight-grader to know and be able to do in the area of technology since these students will live, learn and work in an increasingly complex, technology-driven society. These technology standards are designed to identify foundational skills and processes that students need in order to be productive and successful. Once these standards are approved, the committee will then work on standards for all grade levels.

Carolyn Mauer, Bureau Chief of Curriculum and Accountability, gave an update about the progress achieved by her office for 8th grade standards. She gave the committee a handout that showed nearly 25 courses of study that the curriculum office has compiled and are currently available to all Idaho school districts on the SDE website in addition to end of course assessments that are being piloted this school year with selected teachers

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

from around the state. These assessments will be available to all Idaho school districts in the Fall 2003.

Council discussion included assessment concerns, waiting to adopt standards once they are complete for all grade levels, how these standards compare to the Federal standards, keeping the standards flexible since technology is ever-changing, and how technology standards and assessment can be integrated into curriculum.

Motion #4: Bill Leaf moved that the ICTL adopt the Idaho 8th Grade Technology Standards as written to be sent through the proper channels for approval.

Amendment #1: Paula Conley moved that the ICTL adopt the ISTE standards as the Idaho Technology Standards. Darrell Manning seconded the motion. Vote was taken and failed with a 3:8 vote.

Amendment #2: Vern Newby moved that the ICTL send the standards back to the PEITC task force to set technology standards K-12. Rep. Fred Tilman seconded the motion. Vote was taken and passed with an 8:3 vote.

State Reports

Dan Hawkins presented a report on the status of ISAT testing. In Fall 2002, 92 districts used computerized testing (82%), 16 used paper testing (14%) and 5 used a combination (4%). In the Spring 2003, 105 districts are reported to be using computerized testing while on 7 will be using a combination (6%).

Dawn Wilson gave reports on Phase I, Phase II and the State Technology Plan for 2001-02.

Phase I

Phase I was completed in June 2002 and was comprised of three surveys:

1. School technology inventory
2. School technology survey
3. District technology survey

Phase I survey data will be posted by December 23rd at the following url:
<http://www.sde.state.id.us/bots>.

Phase II

Phase II is going to be reviewed on December 12th by a statewide team of peers. The districts had two options for submission of their Phase II reports this year.

Option 1: File based upon the rubric and last years reporting requirements

Approved Minutes
Idaho Council for Technology in Learning

December 13, 2002
Hilton Garden Inn, 7699 West Spectrum Street, Boise ID 83709
Garden Room West

Option 2: File a pilot on-line survey

Phase II evaluation reports from districts will be posted by January 6th at the following url:
<http://www.sde.state.id.us/bots>.

State Technology Plan

Rich Mincer gave an update on the State Technology Plan. He recently attended a meeting in Washington D.C. for the National Organization of State Technology Directors where the future of the national technology plan was discussed. Seventeen staff members from the United States Department of Education attended this meeting. It was discussed that the national and state technology plans should use technology to focus upon school improvement planning and raising student achievement. The U.S. Department of Education has hired an individual to provide assistance in developing the state plans according to national guidelines. The four areas of focus for these state plans should include: building collaboration (K-20 and business community), building leadership, capacity building, and sustainability.

Next ICTL Meeting and Adjournment

The next ICTL meeting was scheduled for April 17, 2003. Senator Richardson adjourned the meeting at 3:24 pm.